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ENG 1001G-050-055-069: Composition and Language

Michael Kuo

Eastern Illinois University

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Syllabus, English 1001G

Fall Semester, 2005

Michael Kuo

cfmfk1@eiu.edu

Office Hours: 5:00-6:30 TR or apptmt.

Office: Booth Library

Catalog Description of Course

A writing course designed to improve skills in critical thinking and analytical expression.

Books & Materials

The handbook and dictionary you received from the Textbook Library.

Attendance

Attendance is required. You can skip class three times this semester without affecting your grade. After that, your grade for the course will be lowered by one grade for each time you're absent.

Classes missed for personal emergencies and health issues will not count in your "skip total" if you provide me with documentation. A "personal emergency" must involve a newspaper clipping or other reliable account of the death or hospitalization of someone close to you—like, a family member, girl/boyfriend, or best friend. (It really sucks that I have to write this stuff, but I hope you agree that it's better to make this stuff clear now than to try figuring it out during the course of the semester.) Health reasons for missing class must be documented with a healthcare professional's written opinion that you could not make class. The Health Service's "Walk-Out" form does not qualify as documentation.

I will pass out an attendance sheet at the beginning of each class. It is *your* responsibility to sign your name on the list. If you show up late and forget to ask for the sheet at the end of class, or you space out somehow, that's going to be your problem, not mine!

Late Work

I will not accept late work, unless we have made a previous arrangement.

Plagiarism

I won't tolerate plagiarism.

Games, Surfing, Etc.

I will expect you to use class time for working on assignments or, if we're discussing something, for paying attention and taking notes. If you're not able to handle this, I will ask you to leave. If the problem persists, I'll reduce your grade. Any idiot who pops up dirty pictures on the screen in our classroom gets an F for the course.

All work must be accompanied by an accurate word count.

Students with Disabilities

If you have a documented disability and wish to receive academic accommodations, please notify me and contact the Coordinator of the Office of Disability Services (581-6583) as soon as possible.

E-Mail

You are welcome to send me e-mail. Since I receive so much e-mail, however, you are required to put your full name and an appropriate subject phrase in the message's subject line. I do not guarantee I will read your e-mail otherwise. It would be smart to keep a copy of every e-mail you send me--by putting your own address in the "cc" line, or some other means.

Grading

Your grade for the course will be based on the 100 points below. 90 to 100 points will receive an A, 80 to 89 will receive a B, 70 to 79 will receive a C, and 0 to 69 will receive an NC (No Credit).

Paper 1: 10 points

Paper 2: 20 points

Paper 3: 30 points

Paper 4: 40 points (20 research, 20 writing)

The details of these assignments will be posted online and discussed in class.

Grading of Written Material

I will follow the grading standards suggested by Eastern's English Department.